

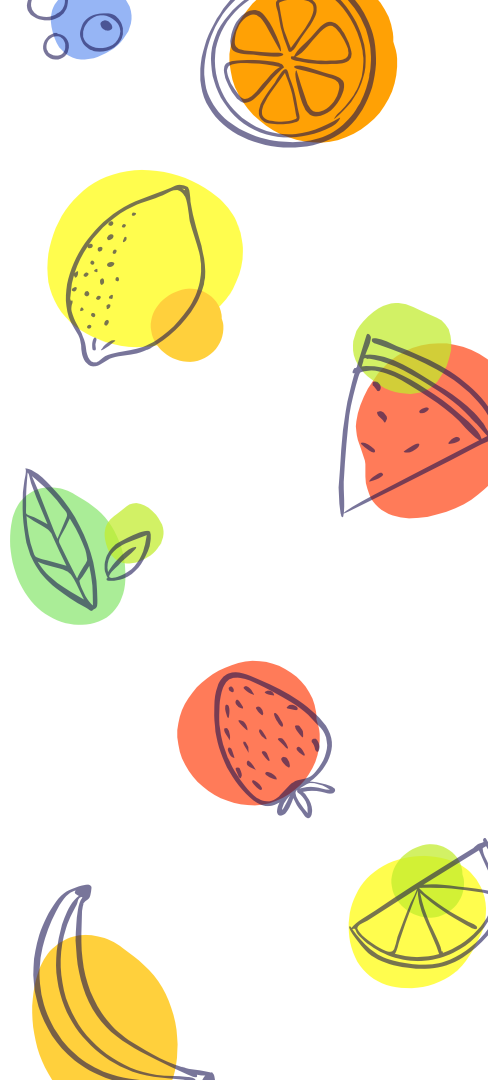
Program Accountability: Adult Meal Service within the CACFP

Guidance for Institutions Participating in the
Child and Adult Care Food Program (CACFP)



Training Topics

- × Adult Meal Pattern
- × Components
- × Meal Service within CACFP
- × Claiming Meals
- × Recordkeeping

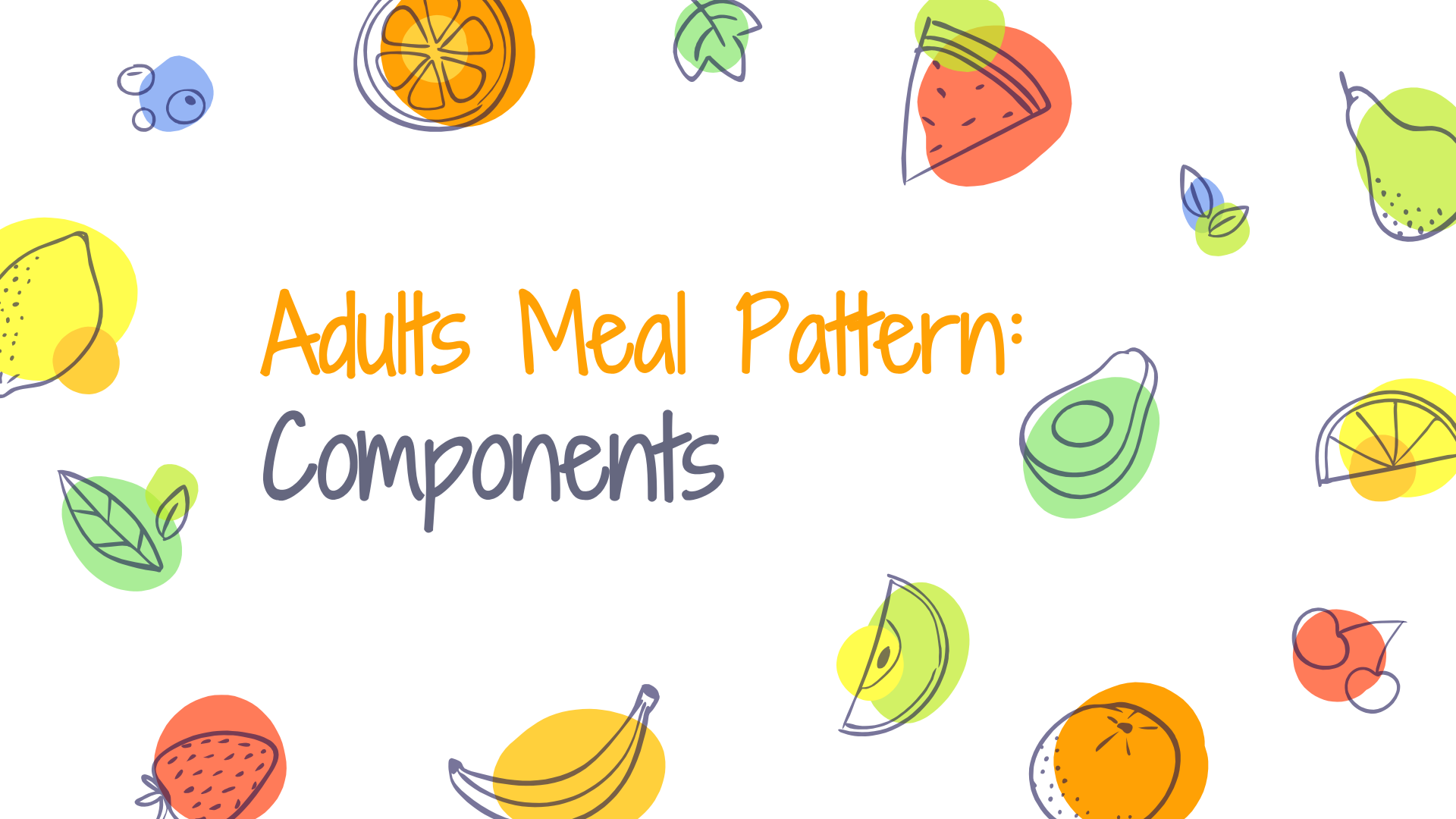


The background of the slide is decorated with various hand-drawn illustrations of fruits and vegetables. These include a blueberry cluster in the top left, an orange slice in the top center, a green vegetable in the top right, a watermelon slice in the top right, a lime in the middle right, a lemon slice in the middle right, a strawberry in the bottom left, a banana in the bottom left, a green leaf in the bottom center, a lime slice in the bottom center, a cherry in the bottom right, and an orange in the bottom right. The illustrations are simple and colorful, using a palette of yellow, orange, green, and blue.

Adult Meal Pattern: Requirements

see Adult Meal Pattern Chart Handout

Adults Meal Pattern: Components



Milk Component



Requirements

- × 8 Fluid ounces
 - Unflavored low-fat (**1%**)
 - Unflavored fat free (**skim**)
 - Flavored fat free (**skim**)



Milk Substitutions



Allowed for non-disability medical or special dietary need



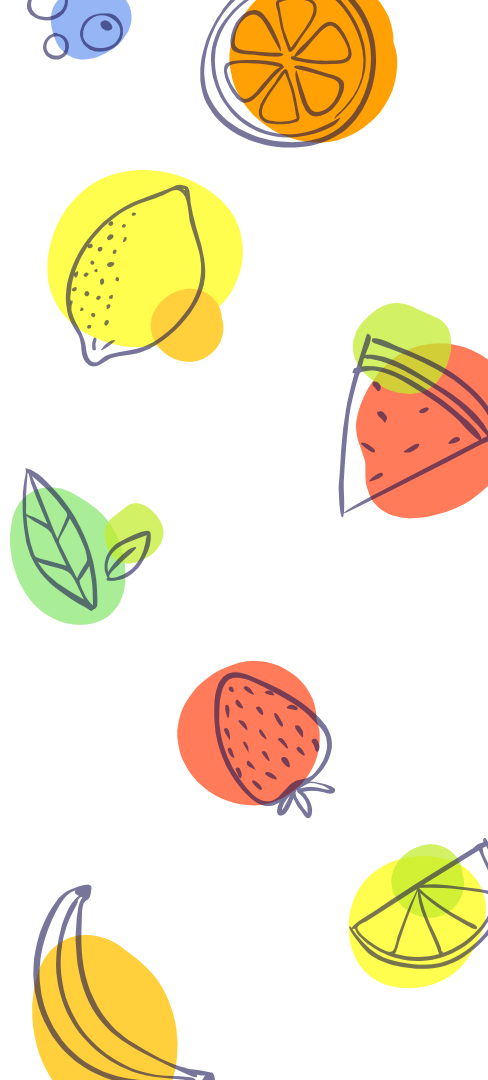
Medical statement is not required if nutritionally equivalent to cow's milk



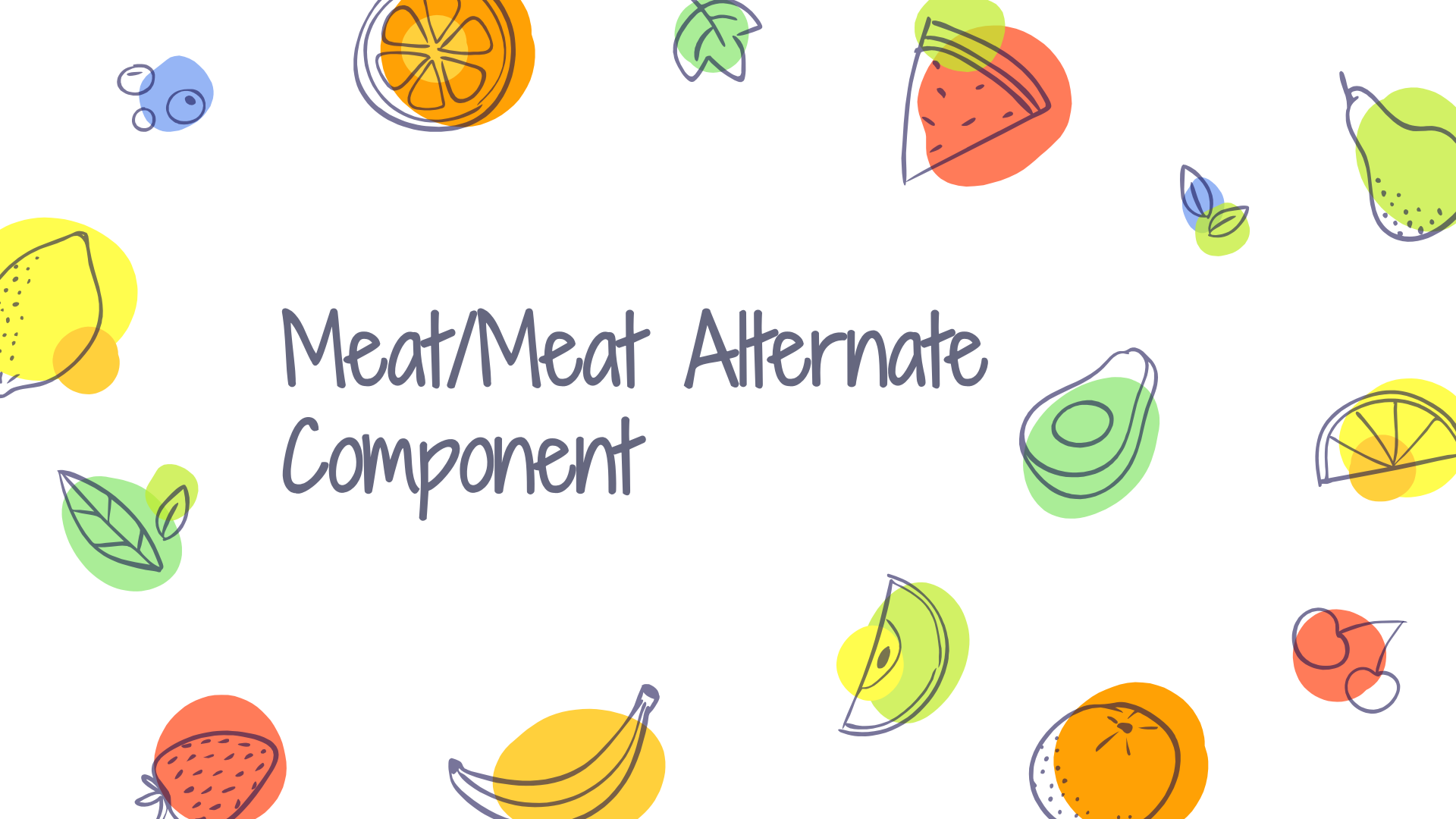
Request must be made in writing

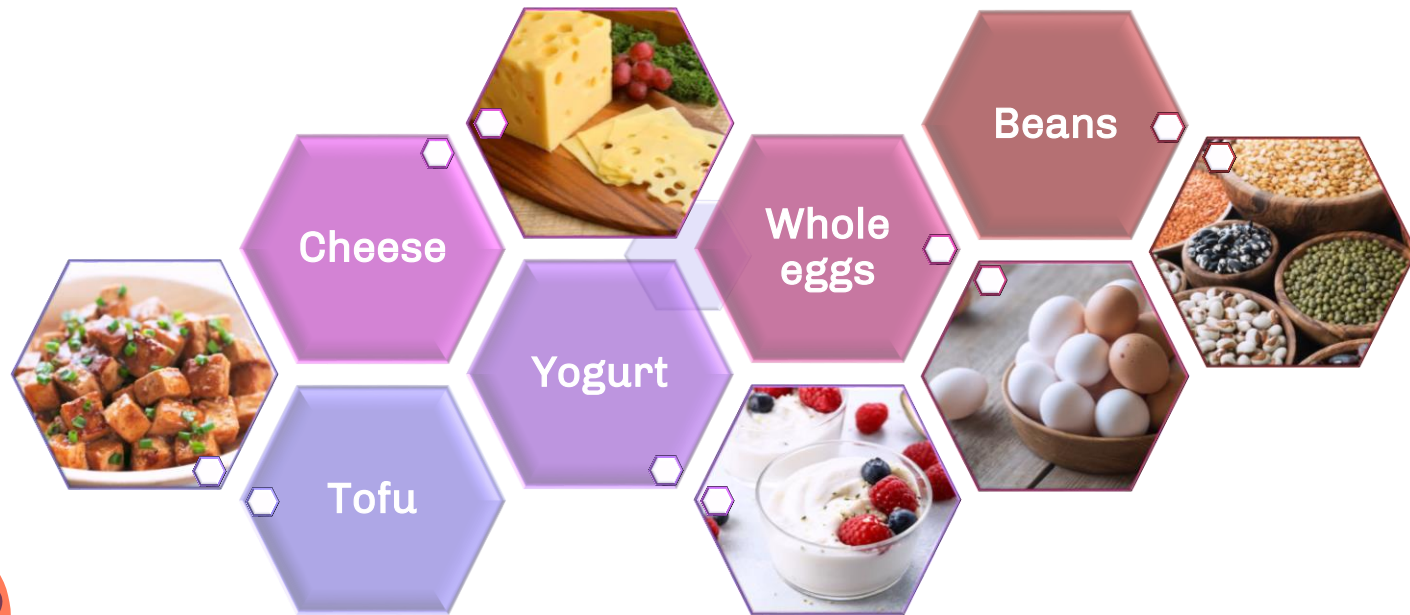


"Medical statement required when a disability requires a non-dairy beverage that is not nutritionally equivalent to cow's milk..."



Meat/Meat Alternate Component





M/MA at Breakfast

A meat/meat alternate may be served in place of the grains component a maximum of **3 times per week**

Menu Example:

- Cheese Omelet (Credits as the M/MA)
- Fruit
- Milk

Increases variety in the menus



Crediting Guidelines

Serving M/MA in
place of grains:

- 1 oz. of M/MA credits
as 1 serving of grains

Example: adults &
1 oz. cheddar
cheese

Tofu and Soy Products

What is Tofu?

Credit as a M/MA for child & adult meals

Does not credit toward reimbursable meals for infants



Tofu C. E. F.

C Commercially prepared

E Easily recognized as meat substitute

F Five Grams of Protein



Commercially Prepared

Must be commercially prepared tofu & soy yogurt

Non-commercial or non-standardized are not creditable

- e.g. homemade tofu



Easily Recognized As Meat Substitute

Creditable

Tofu links and tofu sausages

Tofu pieces in a salad

Tofu cubes in a stir fry

Tofu omelets

Tofu miso soup

Not Creditable

Tofu noodles: Mimics a grain component

Smoothies with soft or silken tofu: Adds texture

Baked desserts with soft or silken tofu: Adds texture

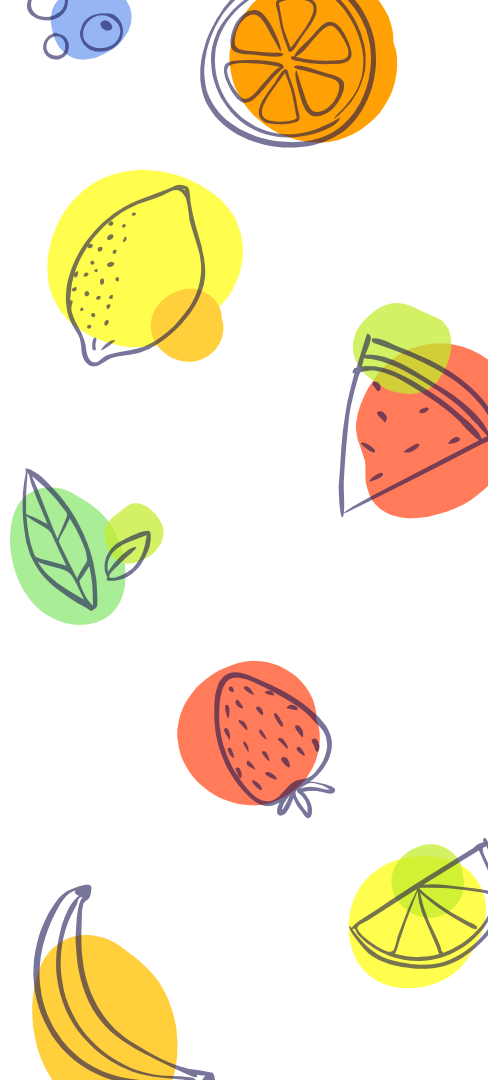


Five Grams of Protein

Must contain 5 grams of protein per 2.2 ounces ($\frac{1}{4}$ cup) by weight

Locating products

- Nutrition Facts Label
- Child Nutrition (CN) Label
- Product Formulation Statement



Yogurt

Some have higher sugar content than others

Must contain **no more than 23 grams of total sugars per 6 oz.**

Applies to all age groups



Nutrition Facts

Serving Size 6 oz (170g)

Servings Per Container 1

Amount Per Serving

Calories 140

	% Daily Value*
Total Fat 0g	0%
Saturated Fat 0g	0%
Trans Fat 0g	
Cholesterol 0mg	0%
Potassium 0mg	0%
Sodium 65mg	3%
Total Carbohydrate 22g	7%
Dietary Fiber 1g	4%
Sugars 19g	
Protein 14g	28%

*Percent Daily Values are based on a 2,000 calorie diet. Your Daily Values may be higher or lower depending on your calorie needs.

		Calories	2,000	2,500
Total Fat	Less than		65g	80g
Sat Fat	Less than		20g	25g
Cholesterol	Less than		300mg	300mg
Sodium	Less than		2400mg	2400mg
Total Carbohydrate			300g	375g
Dietary Fiber			25g	30g

Nutrition Facts Label

- × Serving Size
 - Number of servings in a package
 - **Unit:** ounces, cups, per container, etc.

- × Sugars or Total Sugars
 - Amount per serving
 - Means the same thing

Table Method: Yogurt

Yogurt Sugar Limits		
Serving Size (Ounces)	Serving Size (Grams)	Sugar Limit
2.25 ounces	64 grams	0-9 grams
3.5 ounces	99 grams	0-13 grams
4 ounces	113 grams	0-15 grams
5.3 ounces	150 grams	0-20 grams
6 ounces	170 grams	0-23 grams
8 ounces	227 grams	0-31 grams

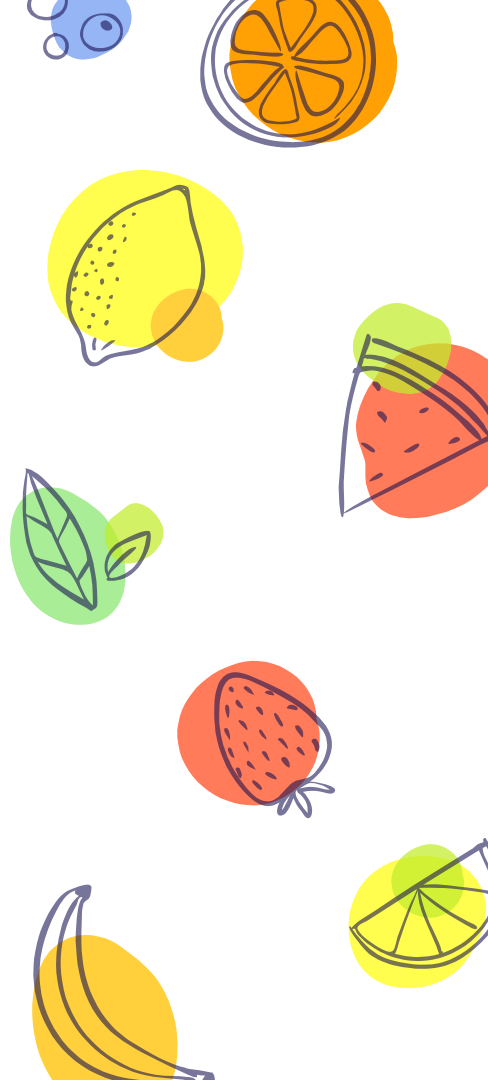


Table Method Steps

- × **Step 1:** Find the Serving Size, in ounces (oz) or grams (g): **6 oz**
- × **Step 2:** Find the amount for Sugars: **19 grams**
- × **Step 3:** Find the serving size in the Sugar Limits Table

Nutrition Facts

Serving Size 6 oz (170g)

Servings Per Container 1

Amount Per Serving

Calories 140

% Daily Value*

Total Fat 0g **0%**

Saturated Fat 0g **0%**

Trans Fat 0g

Cholesterol 0mg **0%**

Potassium 0mg **0%**

Sodium 65mg **3%**

Total Carbohydrate 22g **7%**

Dietary Fiber 1g **4%**

Sugars 19g

Protein 14g **28%**

*Percent Daily Values are based on a 2,000 calorie diet. Your Daily Values may be higher or lower depending on your calorie needs.

	Calories	2,000	2,500
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Cholesterol	Less than	300mg	300mg
Sodium	Less than	2400mg	2400mg
Total Carbohydrate		300g	375g
Dietary Fiber		25g	30g

Yogurt Sugar Limits		
Serving Size (Ounces)	Serving Size (Grams)	Sugar Limit
2.25 ounces	64 grams	0-9 grams
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5.3 ounces	150 grams	0-20 grams
6 ounces	170 grams	0-23 grams
8 ounces	227 grams	0-31 grams

Table Method Steps (Cont.)

- ✗ **Step 4:** Look at the number to the right of the serving size, under the “Sugar Limit” column
 - Serving size: 6 oz
 - Total sugars: 19 grams

Yogurt Sugar Limits		
Serving Size (Ounces)	Serving Size (Grams)	Sugar Limit
2.25 ounces	64 grams	0-9 grams
3.5 ounces	99 grams	0-13 grams
4 ounces	113 grams	0-15 grams
5.3 ounces	150 grams	0-20 grams
6 ounces	170 grams	0-23 grams
8 ounces	227 grams	0-31 grams

Is it Creditable?

_____, it
 _____ creditable –
 19 grams is
 between 0-23
 sugar limit!

Yogurt Sugar Limits		
Serving Size (Ounces)	Serving Size (Grams)	Sugar Limit
2.25 ounces	64 grams	0-9 grams
3.5 ounces	99 grams	0-13 grams
4 ounces	113 grams	0-15 grams
5.3 ounces	150 grams	0-20 grams
6 ounces	170 grams	0-23 grams
8 ounces	227 grams	0-31 grams

Serving Size in Grams

Serving size:
1 container (170g)

Sugars:
19 grams

Using Yogurt



Use commercial yogurt products only

Soy yogurt is a dairy-free option

4 oz credits as 1 oz of meat alternate

Adults only: yogurt may be used as milk substitute or meat alternate (may not credit for both components in the same meal).

Non-Creditable Yogurt Products

Frozen yogurt

Drinkable yogurt

Homemade yogurt

Yogurt flavored products

Yogurt bars

Yogurt covered fruits & nuts

Yogurt in commercially prepared smoothies



Fruit and Vegetable Components



Separation of Vegetable & Fruit

- × **Breakfast:** 1 food component
- × **Lunch & Supper:** 2 food components
- × **Snack:** Optional
 - 2 food components



Increase Vegetable Consumption

- × Lunch & Supper: A vegetable may be used to meet the entire fruit component
- × Must be at least the same serving size as the fruit component it replaced
- × Cannot serve two fruits



Two Vegetable Types



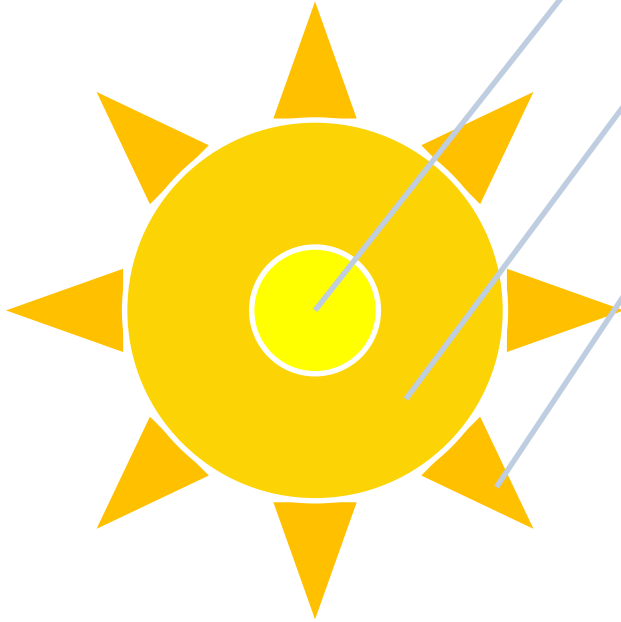
- × Must offer two different types of vegetables
 - e.g., two servings of carrots would not credit, but corn and green beans would
- × Selecting based on vegetable sub-groups is not required

Juice Blends + Purees

- × Credit as a fruit component or a vegetable component
- × Contributes to the food component with the highest ingredient
 - Fruit component: if it has more fruits than vegetables
 - Vegetable component: if it has more vegetables than fruits



Juice

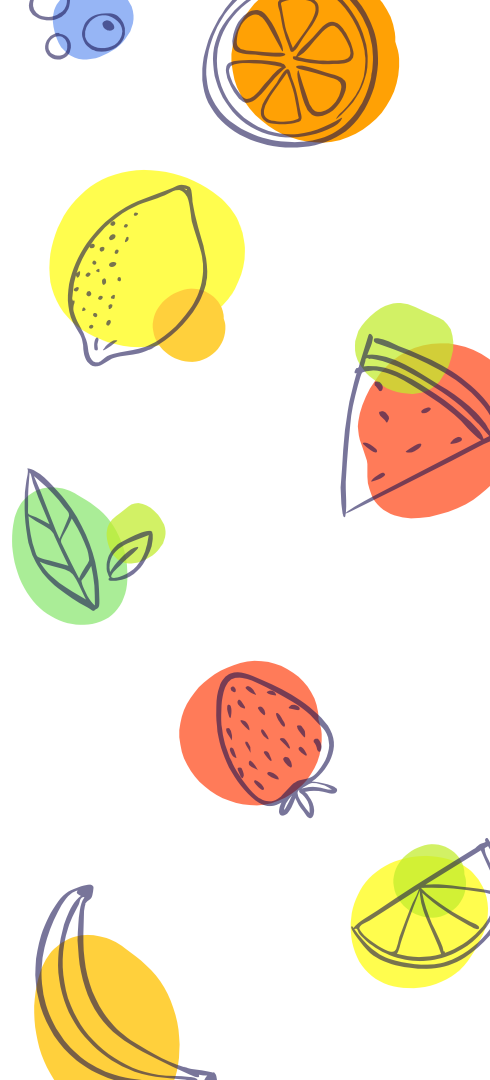


Great source of essential nutrients

Lacks dietary fiber

May be served at one meal or snack per day

- Extra item, but not encouraged

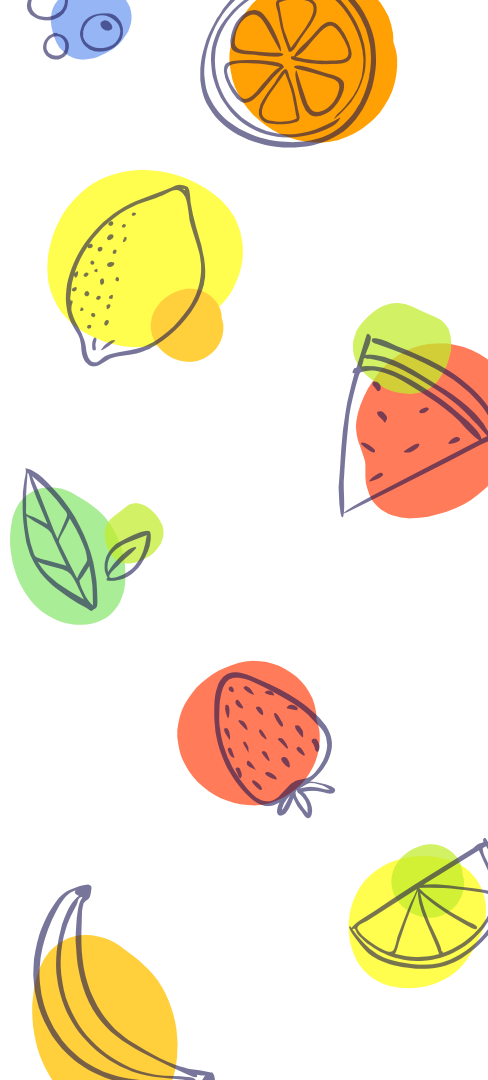


Juice + Different Groups

Served to only
1 group

Morning Group
AM Snack

Afternoon
Group
PM Snack



Juice & Different Groups

Serve to all
participants at a
**single meal or
snack**

Shift: 1:30

Shift: 2:00

Shift: 2:30



Grain Component



Grains Overview



At least 1 serving of grains per day must be whole grain-rich

Breakfast cereals must contain no more than 6 grams of sugar per dry oz

Grain-based desserts no longer credit toward the grain component

Use ounce equivalents (oz eq) to determine the amount of creditable grains starting October 1, 2019

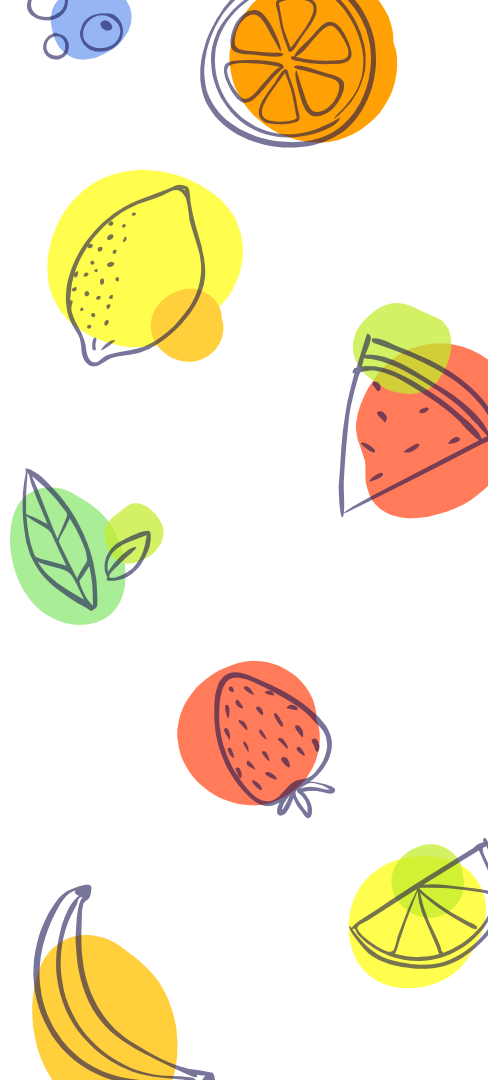


Whole Grain-Rich

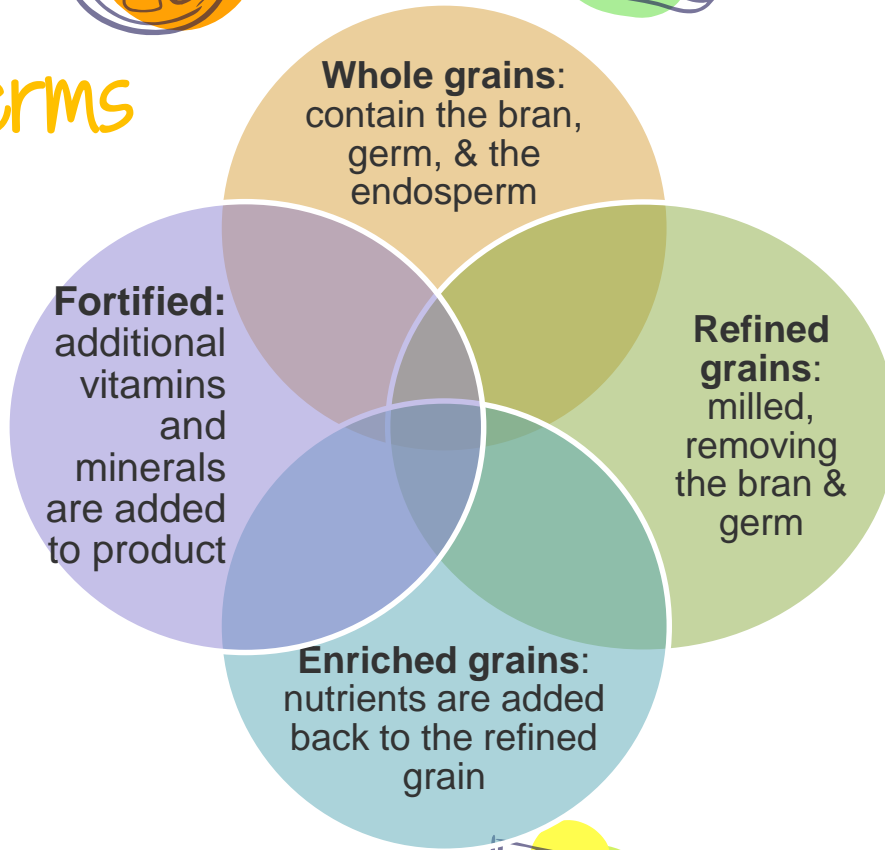
100%
whole
grains, or

At least
50% whole
grains, &

The
remaining
grains are
enriched



Key Terms



Whole Grain-Rich Foods at Meals & Snacks

Each day, at least one meal or snack must include a whole grain-rich food

Option to choose between meal or snack being offered that day

Exception: If serving **snacks only**, no whole grain-rich food is required, unless a grain is served



Documentation & Whole Grain-Rich Foods

Document whole grain-rich foods on menu

“Whole wheat” bread

“Whole grain-rich” English muffins

English muffins “whole grain-rich”



Reviews & Whole Grain-Rich Foods

When a whole grain-rich food is not served:

- The meal or snack containing a grain with the lowest reimbursement will be disallowed
- i.e., no whole grain-rich food was served for breakfast, lunch, or snack, the snack would be disallowed

Review menus,
labels, &
product
information

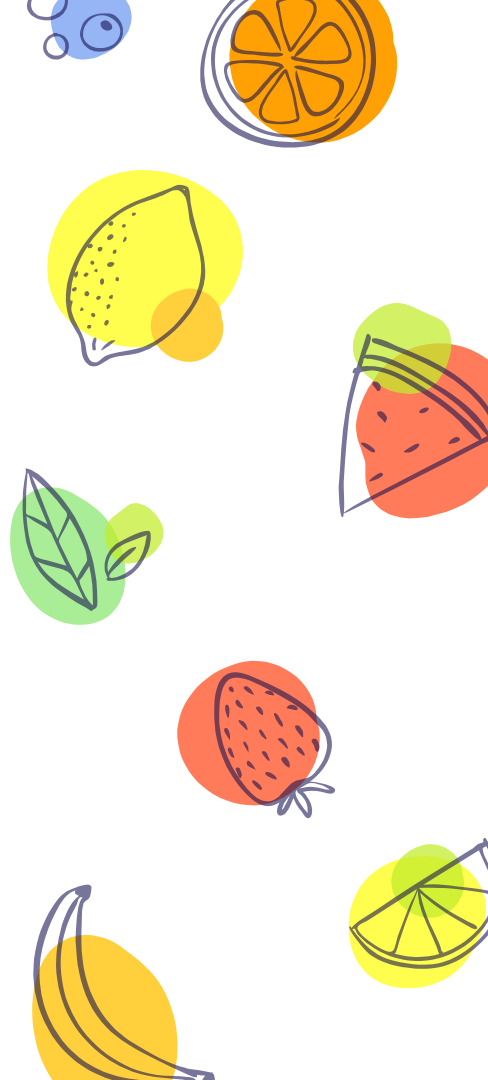
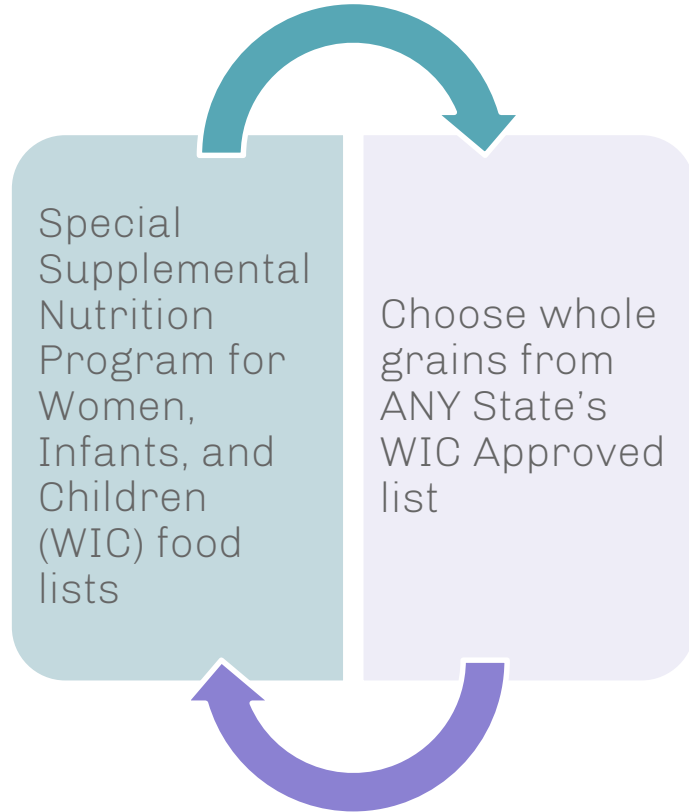


Determining Whole Grain-Rich Products Methods

- WIC-Approved Whole Grain Food
- Labeled as “Whole Wheat” and has a FDA Standard of Identity
- FDA Whole Grain Health Claim
- Meets the FNS Rule of Three
- Meets the Whole Grain-rich criteria for the NSLP
- Proper documentation from a manufacturer or a standardized recipe



Use WIC-Approved Grains Food List

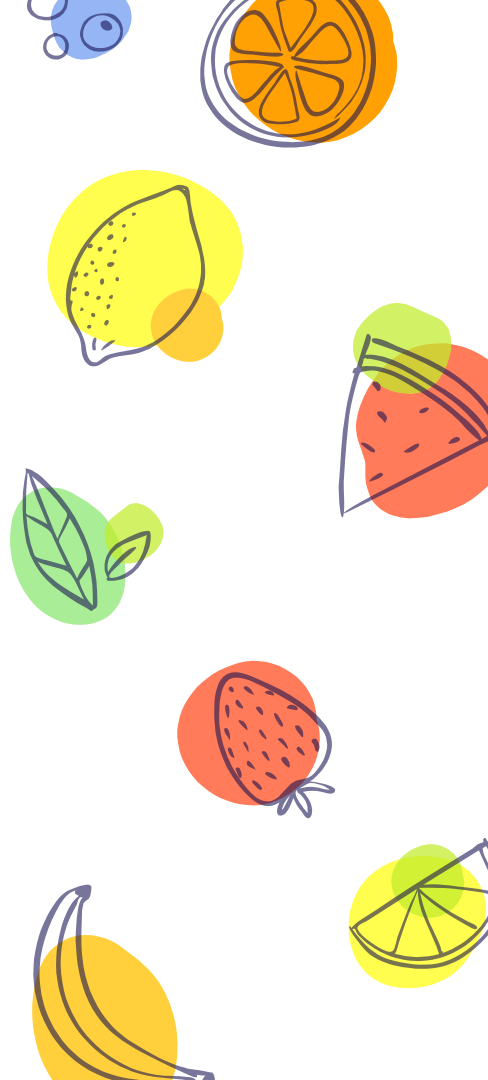


FDA Standard of Identity

Whole wheat breads and pastas,
only

Contains specific grain ingredients
to be labeled as “whole wheat”

Must list the exact product name



Products Without a Standard of Identity

May not be used on products without a Standard of Identity

E.g, crackers,
tortillas, bagels, and
biscuits

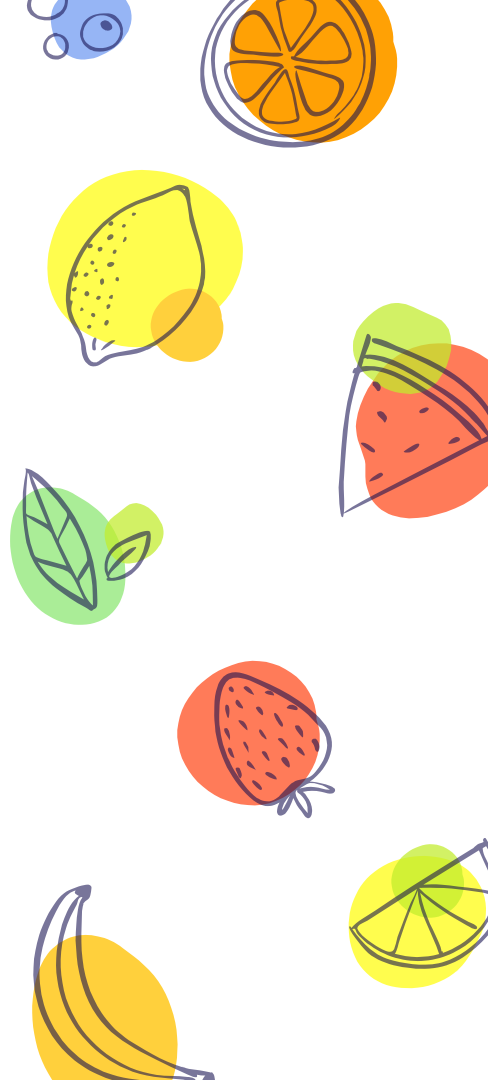
Watch for tricky
wording

“whole grain”

“made with whole
grains”

“made with whole
wheat”

“contains whole
grains”



Whole Grain Health Claim



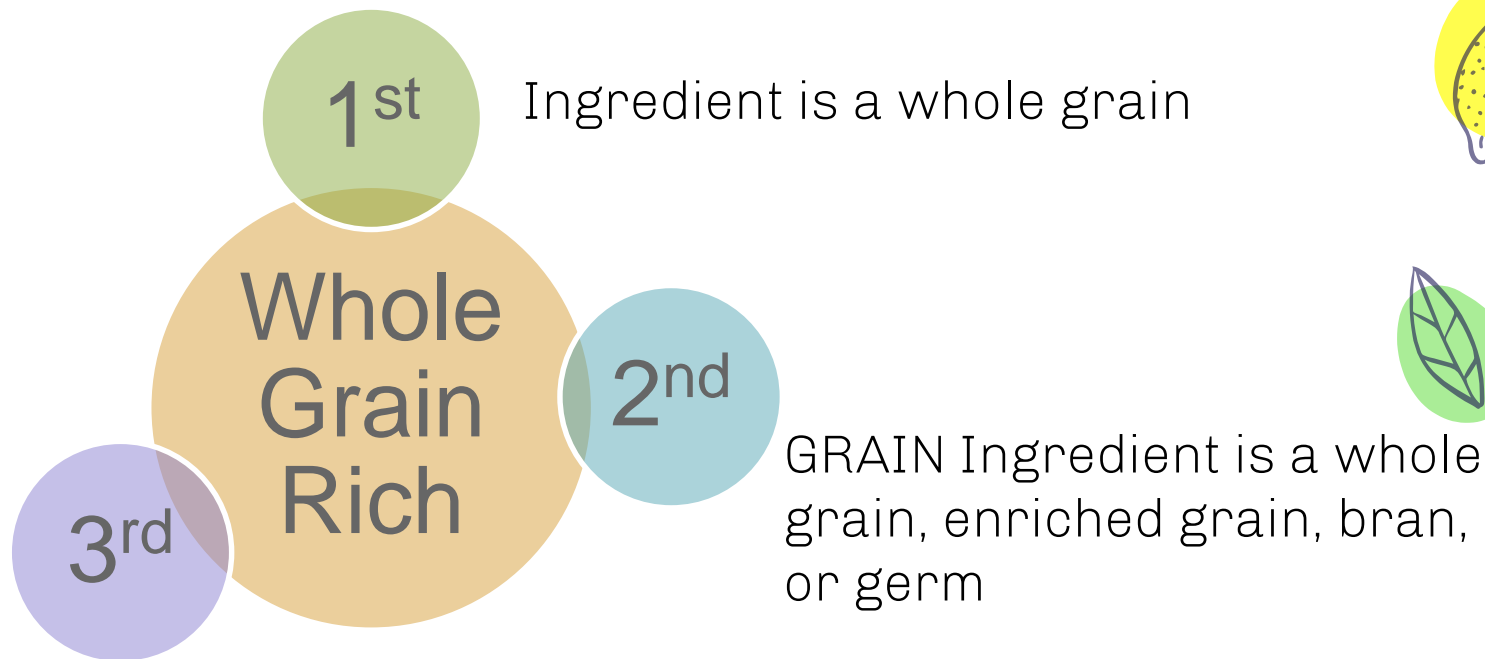
“Diets rich in whole grain foods & other plant foods, & low in saturated fat & cholesterol, may help reduce the risk of heart disease.”



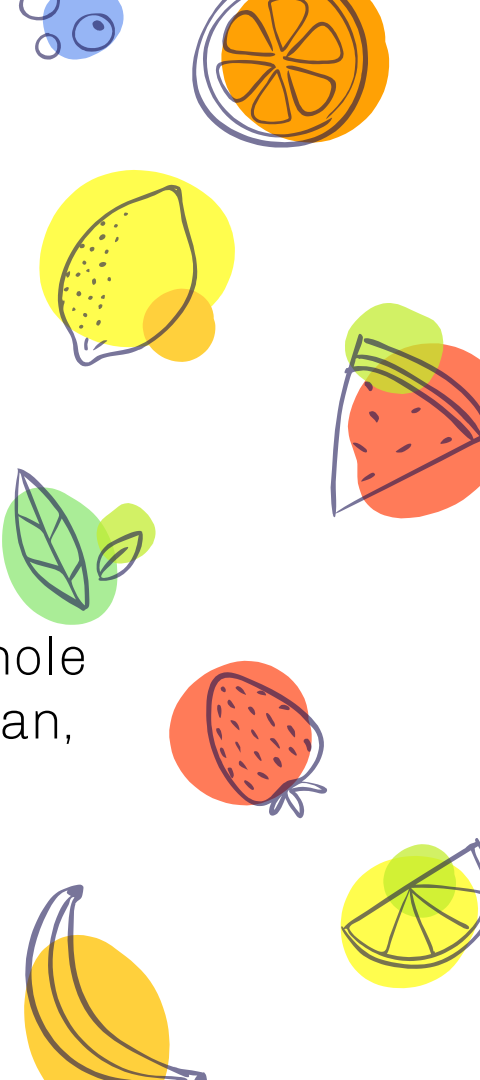
“Diets rich in whole grain foods & other plant foods & low in total fat, saturated fat, & cholesterol may reduce the risk of heart disease & some cancers.”



Rule of Three



GRAIN Ingredient is a whole grain,
enriched grain, bran, or germ



The background of the slide is decorated with various colorful, hand-drawn illustrations of fruits and vegetables. These include a blueberry cluster in the top left, a lemon slice at the top center, a green leafy vegetable at the top right, a strawberry in the top right, a lime at the middle right, a lemon slice at the middle right, a green leafy vegetable at the middle left, a strawberry in the bottom left, a banana in the bottom left, a green leafy vegetable at the bottom center, a lime slice at the bottom center, a cherry in the bottom right, and an orange in the bottom right.

English Muffins

INGREDIENTS:

WHOLE WHEAT FLOUR, WATER,
ENRICHED WHEAT FLOUR, WHEAT
STARCH, YEAST, SUGAR, AND SALT

Yes,
It is whole grain-rich

The background of the slide is decorated with various hand-drawn illustrations of fruits and vegetables. These include a blueberry cluster in the top left, a lemon slice at the top center, a green lime at the top right, a strawberry in the top right corner, a lime in the middle right, a lemon slice in the middle right, a strawberry in the bottom left, a banana in the bottom left, a green leaf in the bottom center, a lime in the bottom center, a cherry in the bottom right, and an orange in the bottom right.

Corn Chips

INGREDIENTS:

WHOLE CORN, VEGETABLE OIL, SALT,
CHEDDAR CHEESE, MALTODEXTRIN,
WHEAT FLOUR, ROMANO CHEESE, WHEY
PROTEIN CONCENTRATE.

No,
It is not whole
grain-rich

Mixed Dishes

CHEESE PIZZA CRUST

INGREDIENTS: MOZZARELLA CHEESE, PARMESAN CHEESE, WHITE WHOLE WHEAT FLOUR, BROWN RICE FLOUR, ENRICHED FLOUR, NON-FAT MILK, WATER, TOMATO PASTE, YEAST

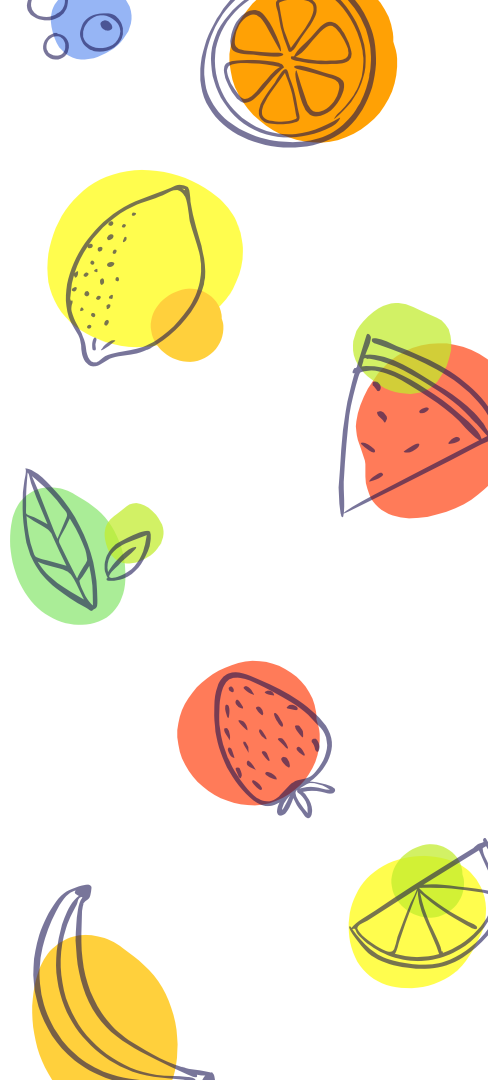
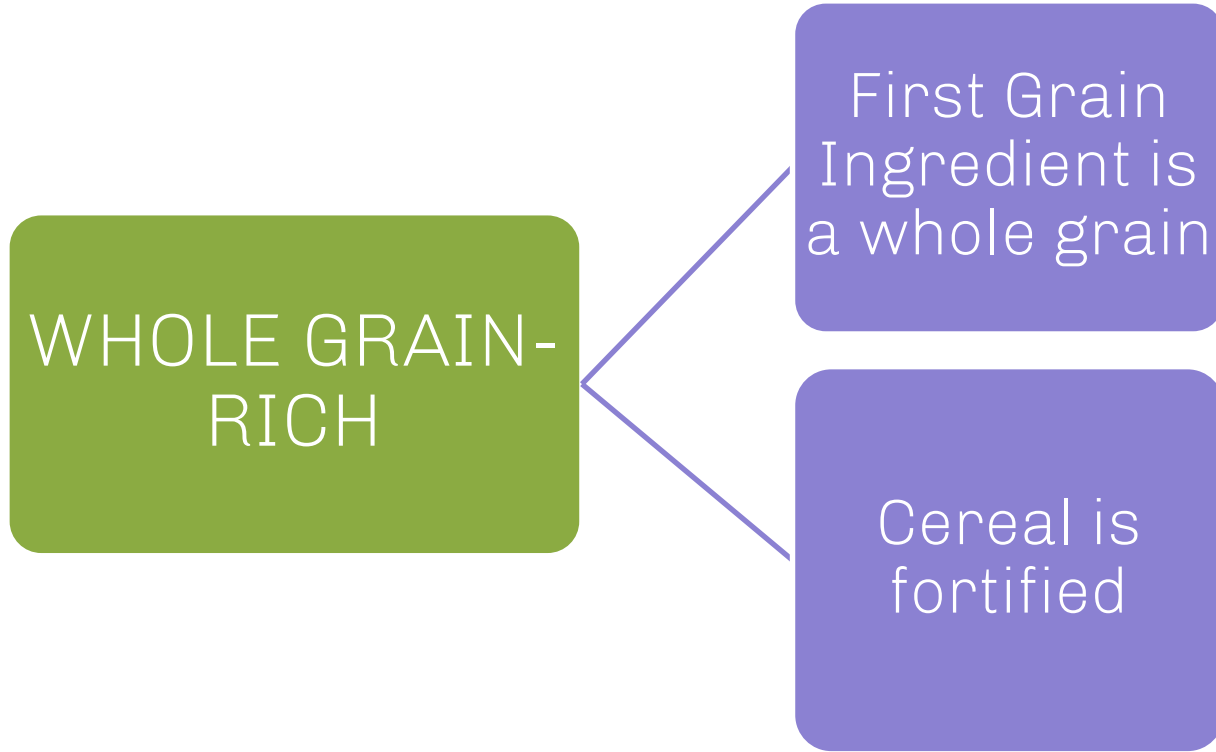
First GRAIN Ingredient is a whole grain

Second GRAIN
Ingredient is a whole grain, enriched grain, bran, or germ

Third GRAIN
Ingredient is a whole grain, enriched grain, bran, or germ

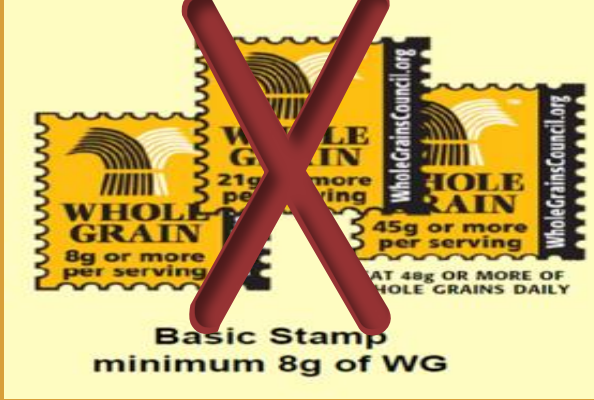


Whole Grain-Rich Cereal



Whole Grain Stamps

**Basic Stamp
DOES NOT MEET FNS
WHOLE GRAIN-RICH
CRITERIA**



**100% Stamp
MAY MEET FNS WHOLE
GRAIN-RICH CRITERIA, BUT
NEEDS ADDITIONAL
DOCUMENTATION**

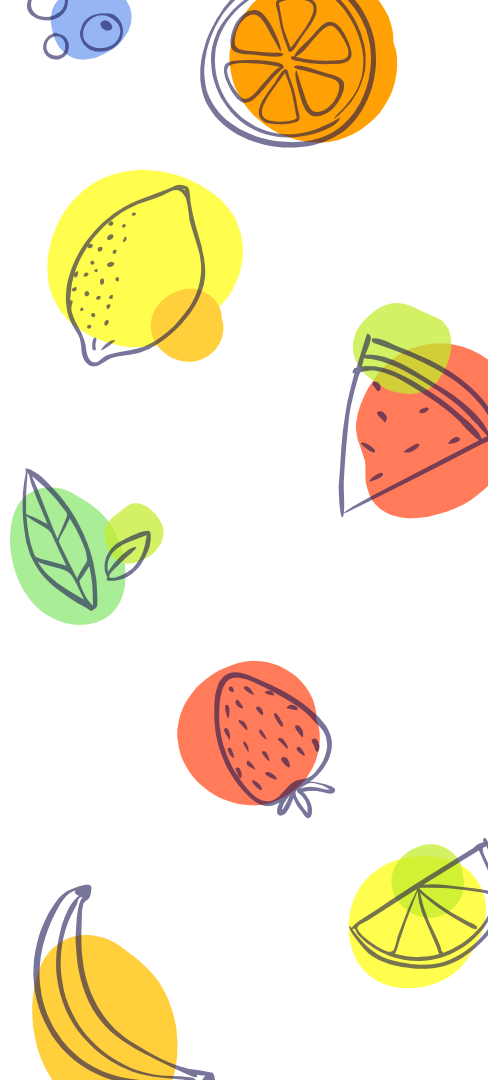


Breakfast Cereals

Source of added sugar

Types: Ready-to-eat,
instant, & regular hot
cereal

Must contain no more than
6 grams of total sugar per
dry oz.



Selecting Creditable Breakfast Cereal Methods

WIC-Approved Breakfast Cereals List Table Method

Cold Cereals				 = A minimum of 51% whole grain cereal		 = Gluten Free	
Signature Kitchens	Sunbelt Bakery	Valu Time	Wegmans				
							
Oats & More with Honey	Rice Pockets	Toasted Oats	Simple Granola	Bran Flakes	Corn Flakes	Toasted Oats	Corn Flakes
Wegmans	Weis						
							
Toasted Oats	Corn Flakes	Crispy Hexagons	Crispy Rice	Essentially You	Multigrain Toasted Oats	Oats & More with Honey	Shredded Wheat Bite Size
Weis							
							
Shredded Wheat Frosted	Toasted Corn	Toasted Oats	Toasted Rice	Wheat Bran Flakes	Wheat Flakes		



Use ANY WIC Approved Breakfast Cereal Lists

- × Meets the sugar limits for the CACFP
- × All WIC approved breakfast cereals contains no more than 6 grams of sugar per dry oz

www.fns.usda.gov/wic/wic-contacts

Table Method: Breakfast Cereals

Nutrition Facts

Serving Size 3/4 cup (30g)

Servings Per Container 15

Amount Per Serving

Calories 100 Calories from Fat 5

% Daily Value*

Total Fat 0.5g **1%**

Saturated Fat 0g **0%**

Trans Fat 0g

Cholesterol 0mg **0%**

Sodium 140mg **6%**

Total Carbohydrate 22g **7%**

Dietary Fiber 3g **12%**

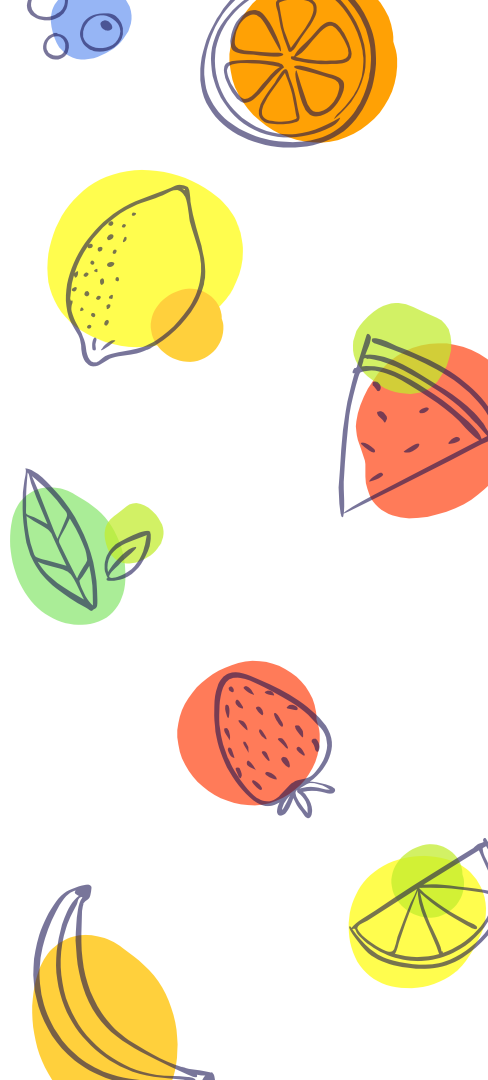
Sugars 5g

Protein 140g **280%**

*Percent Daily Values are based on a 2,000 calorie diet.

Breakfast Cereal Sugar Limits

Serving Size	Sugar Limit
If the serving size is:	Sugars cannot be more than:
0–2 grams	0 grams
3–7 grams	1 gram
8–11 grams	2 grams
12–16 grams	3 grams
17–21 grams	4 grams
22–25 grams	5 grams
26–30 grams	6 grams
31–35 grams	7 grams



Grain-Based Desserts

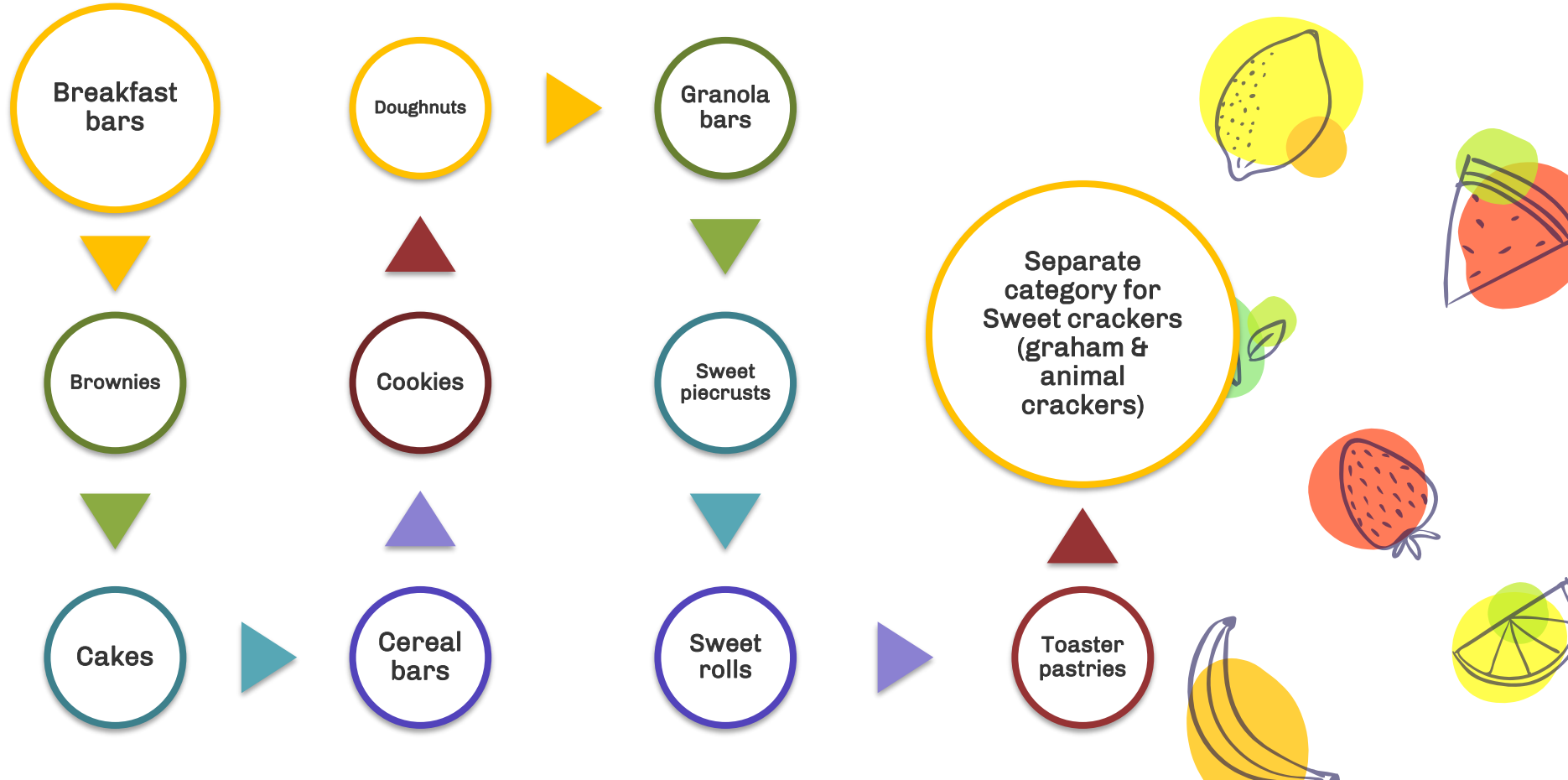


Source of added
sugars & saturated
fats

- Increases risk of chronic illnesses

Not creditable towards
the grain component

List of SOME Grain-Based Desserts



Grain-Based Desserts cont.

Some foods are
not easily
identified as grain-
based dessert

i.e., a cookie is
labeled
“breakfast
round”

Ask the question:

Is this food
thought of as a
dessert?



Grain-Based Desserts

Special Occasions

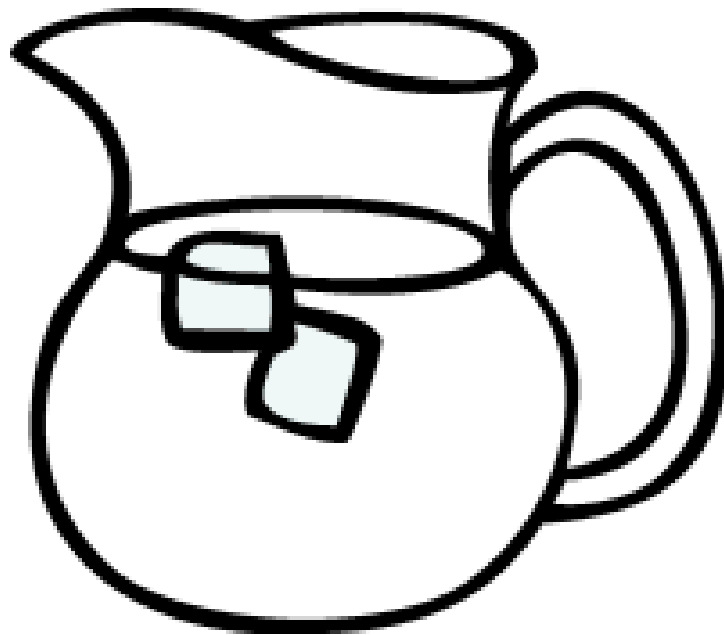
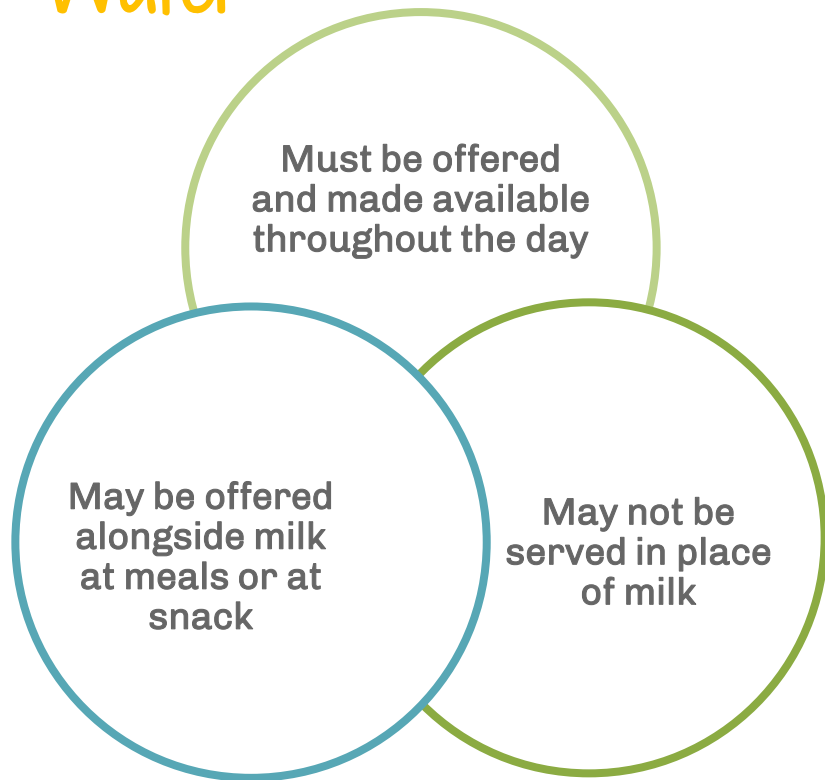
- × Annual festival, birthday celebrations, end-of-year bash, or other special events
- × **May be served as an additional item only**



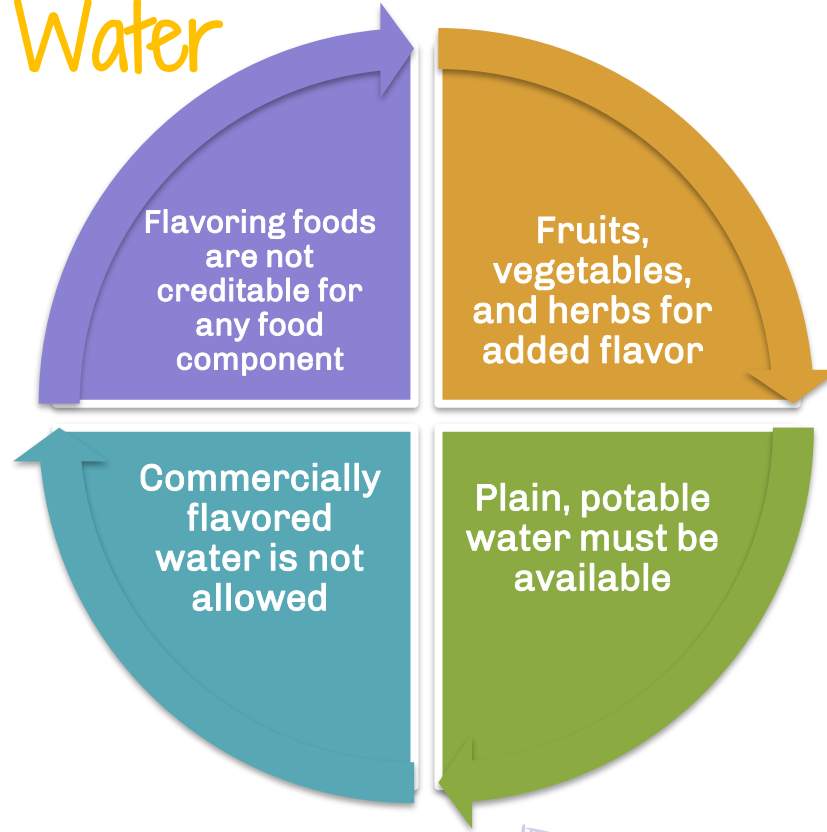
Other Meal Service Items



Water



Flavoring Water



Deep-Fat Frying

May not be used to prepare meals on-site

- Includes central and satellite kitchens

Defined as food submerged in hot oil or other fat

May purchase from commercial manufacturer

- Pre-fried
- Flash-fried
- Par-fried
- Deep-fat fried

May not deep-fry when reheating



Choose Healthier Methods

Deep-fat fried foods

- Strongly discouraged
- High in calories and solid fat
- Can negatively influence eating habits
- Increases the risk of chronic illnesses later in life

Consider the nutritional value of a food and how it contributes to healthy eating habits



The background is decorated with various hand-drawn illustrations of fruits and vegetables. These include a blueberry cluster, an orange slice, a green leaf, a watermelon slice, a lime, a lemon, a green leaf, a green avocado, a yellow lemon slice, a green leaf, a strawberry, a banana, a green lime slice, an orange, and a cherry. Each illustration is rendered in a simple, colorful, hand-drawn style with black outlines and flat color fills.

Adults Meal Pattern: Meal Service within CACFP

Types of Meal Services in the CACFP

Meal service impacts what participants eat

Meal service types:

- Pre-plated meals
- Family Style
- Offer Versus Serve (OVS)



Family Style Meal Service

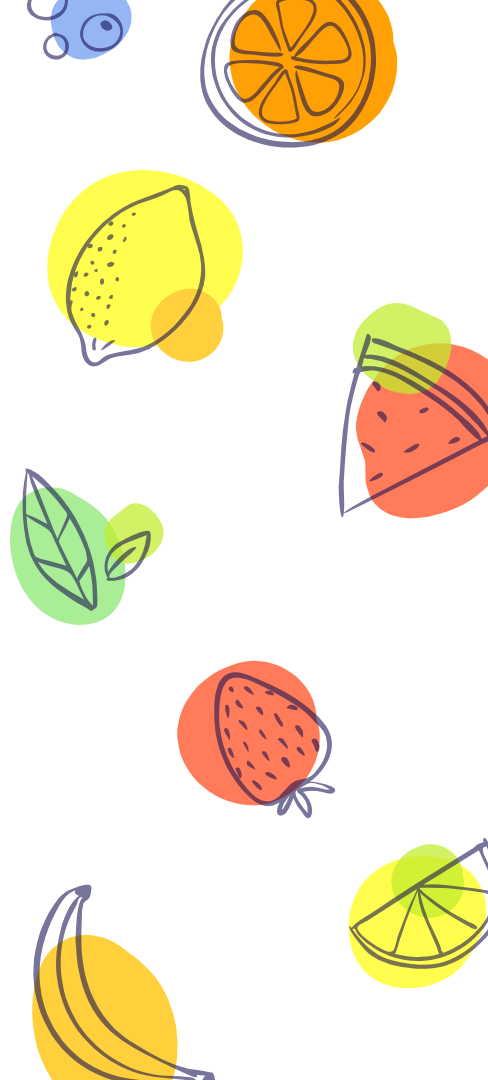
Promotes social, emotional, & motor skills



Encourages children to try new foods



Provides control over eating for children & adults



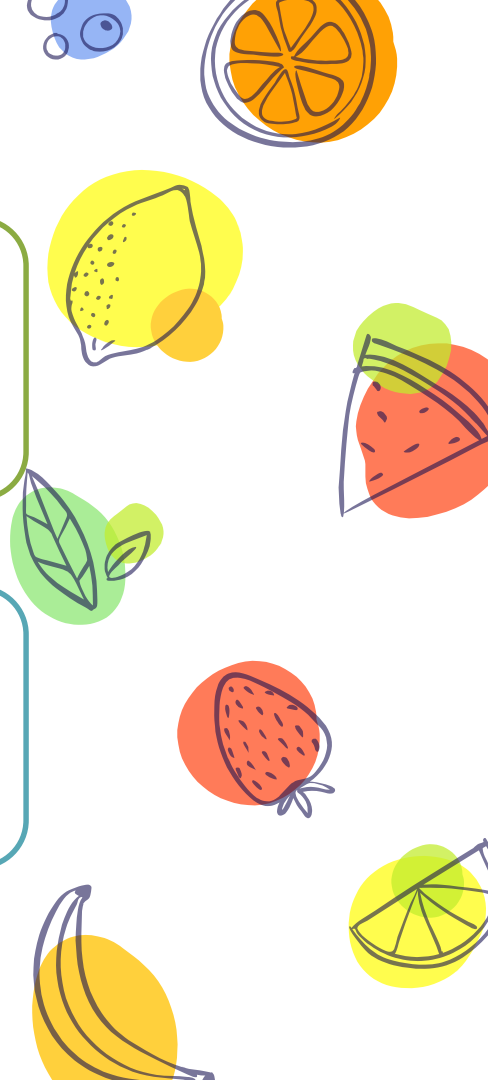
FSMS Guidelines

Place enough food
at each table to
provide the
required portions

- Children, adults, & supervising adults (optional)

Example: 3 adults
& 1 supervising
adult

- Minimum serving size is 1/2 cup for sliced apples
- Place 2 cup of sliced apples in shared bowl
- Includes 1/2 cup for supervising adult



Family Style Meal Service: Juice & Milk

Optional for
participants
to serve
themselves
juice or milk

Supervising
adults must
serve the
required
minimum
serving size



FSMS: Serving Sizes

Participants may take smaller portions

Actively encourage participants to take the full serving

If the food is refused, do not force

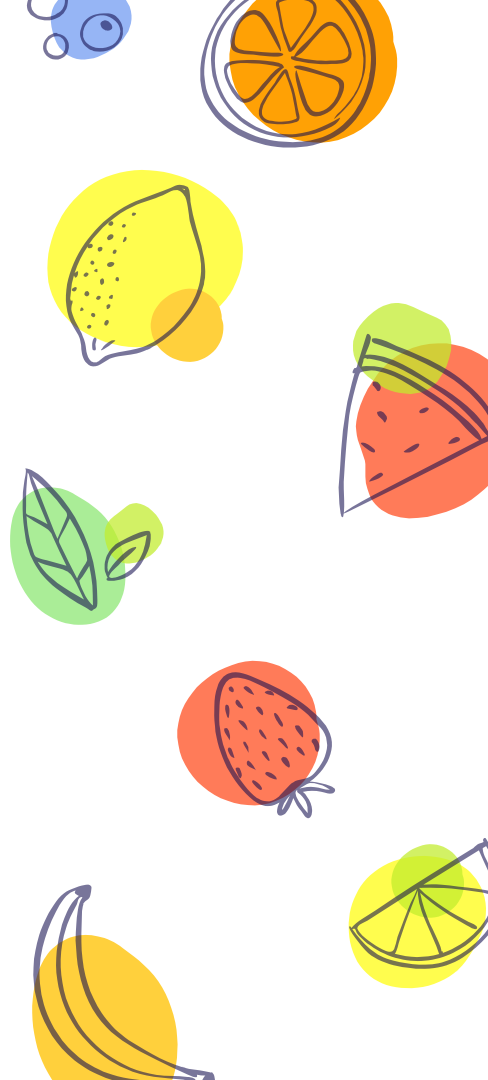
- Meals are reimbursable as long as all food components are offered



Supervising Adults & FSMS

Supervising
adult meals are
not reimbursable

Cost of adult
meals are an
allowable expense



Offer Versus Serve (OVS)

Adult day care facilities only

Not appropriate for young children

- Need time to explore flavors, textures, etc.



Benefits of Using OVS

Operators may
serve food pre-
portioned or
directly

Participants may
decline one or
two of the food
components or
items

May not be used
for snacks

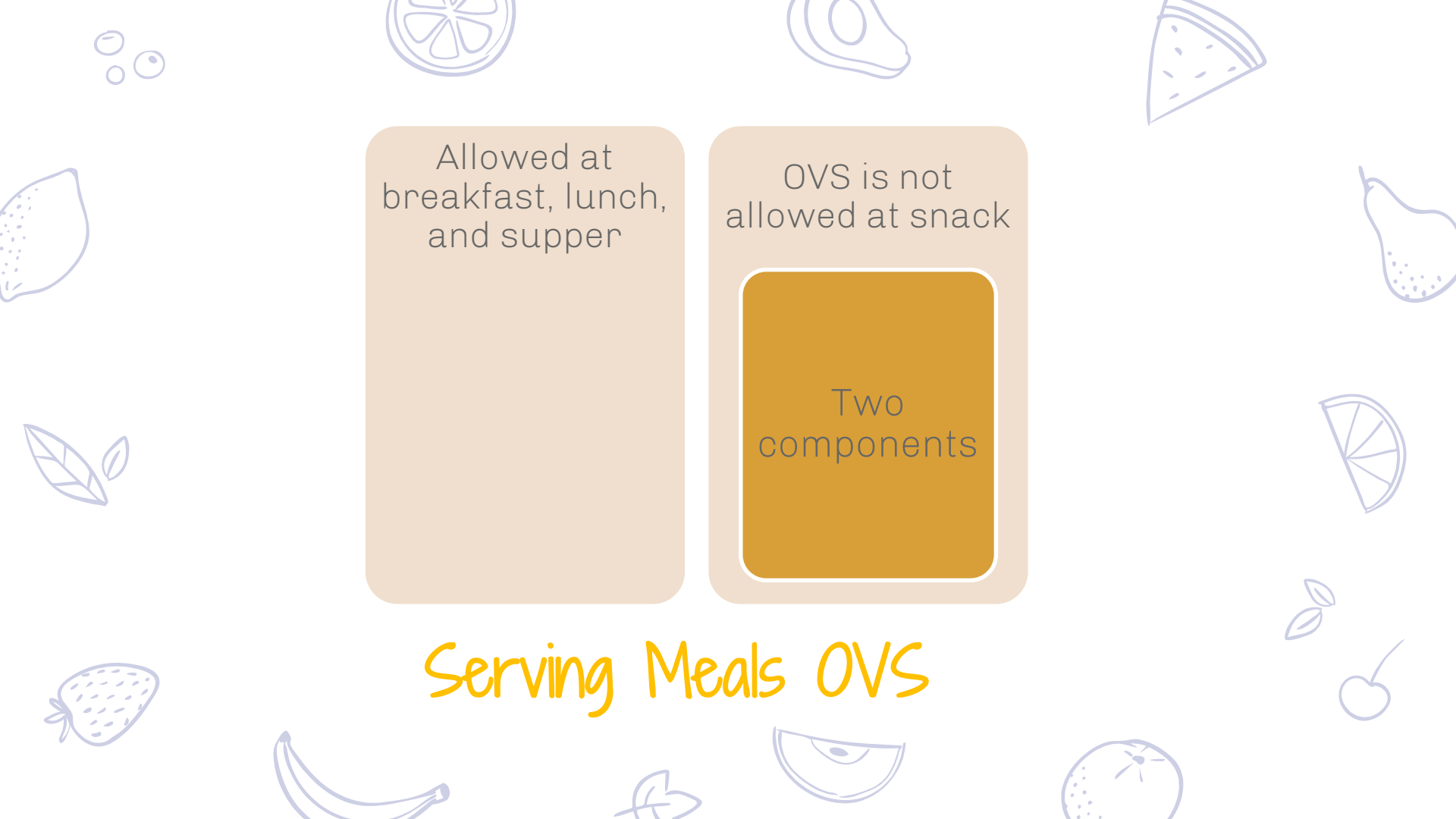
The slide features a white background with various colorful, hand-drawn illustrations of fruits and vegetables scattered around the edges. These include a blueberry cluster, a lemon slice, a strawberry, a banana, a green leaf, a lime slice, an orange, a cherry, and a green pepper. The central text is framed by three overlapping circles: a light orange circle behind the first definition, a light green circle behind the second, and a light blue circle behind the third.

OVS Key Terms

Food component: one of the five food categories that make up a reimbursable meal

Food item: a specific food offered within the food components

Combination food: contains more than one food item from different food components that cannot be separated

The background of the slide is decorated with various light blue line-art illustrations of fruits and vegetables, including lemons, limes, strawberries, bananas, and leafy greens, scattered around the central text boxes.

Allowed at
breakfast, lunch,
and supper

OVS is not
allowed at snack

Two
components

Serving Meals OVS

OVS at Breakfast

Offer four different food items, in the minimum serving sizes

Milk

Vegetable
and fruit

Grain

One food item from the meat/meat alternate component **or** one additional item from the fruit and vegetable component **or** grains component



Reimbursable OVS Breakfast

Participants
must take at
least three
different
food items

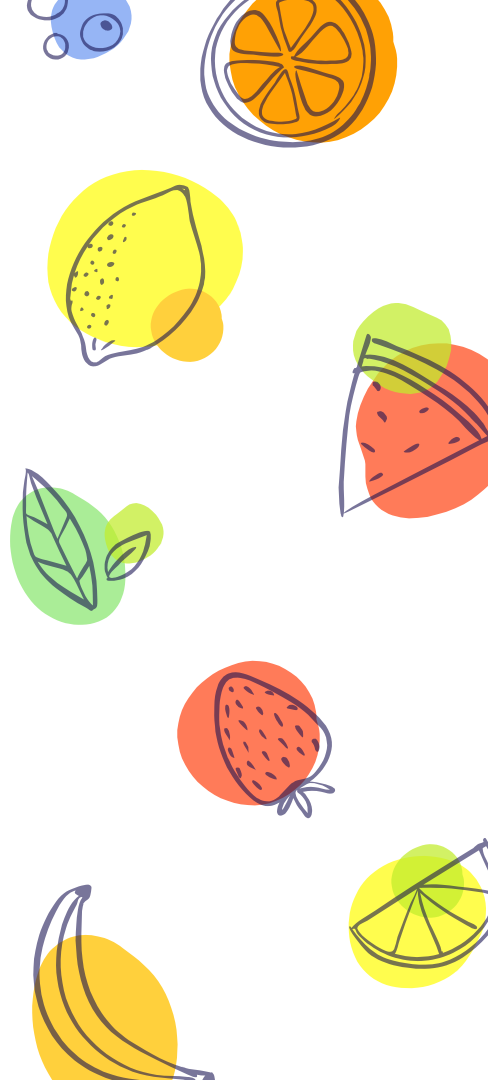
Sample option

$\frac{1}{2}$ cup
bananas

$\frac{1}{2}$ cup
strawberries

1 serving
whole
grain
pancakes

1 cup (8
oz) of
fluid milk



OVS at Lunch & Supper

Offer at least one food item from each of the five food components

Milk

Meat/meat
alternate

Vegetable

Fruit

Grain



Reimbursable OVS Lunch or Supper

Participants
must take at
least three
food
components

Sample option

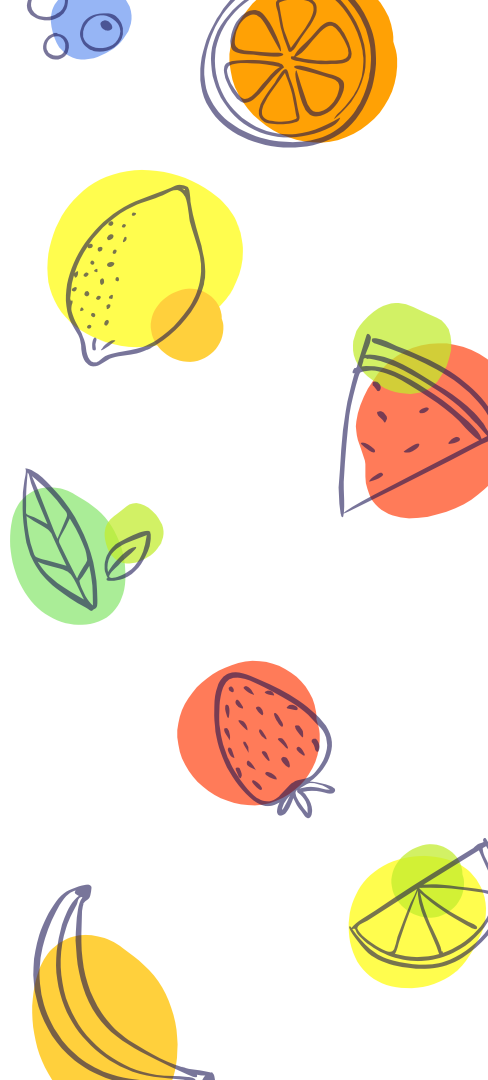
2 ounces
Parmesan
Chicken,

$\frac{1}{2}$ cup fruit
salad,

$\frac{1}{4}$ cup
broccoli,

1 cup
pasta, and

1 cup (8
oz) of fluid
milk



Reward & Punishment



Negative effect on development & socialization

Rewards may lead to cavities & weight gain

Punishment may cause overeating

Not allowed in CACFP facilities



Adults Meal Pattern: Claiming Meals



Claiming Meals: Basic Meal Service Requirements

Follow the CACFP Meal Pattern

Dietary Prescription Form, if necessary

Take point-of-service meal counts

Maintain Menus & cost documentation

Maintain CN Labels and/or Meal Production Records



Dietary Prescription Form

- ✓ Details information about the participant's disability
- ✓ Lists alternate food items
- ✓ Prescribed and signed by a State recognized medical authority

Attachment 3

MEDICAL STATEMENT TO REQUEST SPECIAL MEALS AND/OR ACCOMMODATIONS

1. School/Agency Name	2. Site Name	3. Site Telephone Number	
4. Name of Participant	5. Age or Date of Birth		6. Telephone Number
7. Name of Parent or Guardian		8. Telephone Number	

9. Check One:

☐ Participant has a disability or a medical condition and requires a special meal or accommodation. (Refer to instructions on reverse side of this form.) Schools and agencies participating in federal nutrition programs must comply with requests for special meals and any adaptive equipment. **A licensed physician must sign this form.**

☐ Participant does not have a disability, but is requesting a special meal or accommodation due to food intolerance(s) or other medical reasons. Food preferences are not an appropriate use of this form. Schools and agencies participating in federal nutrition programs are encouraged to accommodate reasonable requests. **A licensed physician, physician's assistant, or nurse practitioner must sign this form.**

☐ Participant does not have a disability, but is requesting a special accommodation for a fluid milk substitute that meets the nutrient standards for non-dairy beverages offered as milk substitutes. Food preferences are not an appropriate use of this form. Schools and agencies participating in federal nutrition programs are encouraged to accommodate reasonable requests. **A licensed physician, physician's assistant, nurse practitioner or parent or guardian may sign this form.**

10. Disability or medical condition requiring a special meal or accommodation:

11. If participant has a disability, provide a brief description of participant's major life activity affected by the disability:

12. Diet prescription and/or accommodation: (please describe in detail to ensure proper implementation-use extra pages as needed)

13. Foods to be omitted and substitutions: (please list specific foods to be omitted and suggested substitutions. you may attach a sheet with additional information as needed)

A. Foods To Be Omitted	B. Suggested Substitutions

14. Indicate texture:

☐ Regular ☐ Chopped ☐ Ground ☐ Puréed

15. Adaptive Equipment:

16. Signature of Preparer*

17. Printed Name

18. Telephone Number

19. Date

20. Signature of Medical Authority*

21. Printed Name

22. Telephone Number

23. Date

* Physician's signature is required for participants with a disability. For participants without a disability, a licensed physician, physician's assistant, or nurse practitioner must sign the form. Parent/legal guardian signature is acceptable for fluid milk substitution for a child with special medical or dietary needs other than a disability.

Special Dietary Prescription Form

- × Review it carefully
- × Request additional information, if necessary
- × Policy Memo: CACFP 14-2017 Modifications to Accommodate Disabilities in the Child and Adult Care Food Program and Summer Food Service Program



Point of Service Meal Counts

Meal Count Systems:

Roster

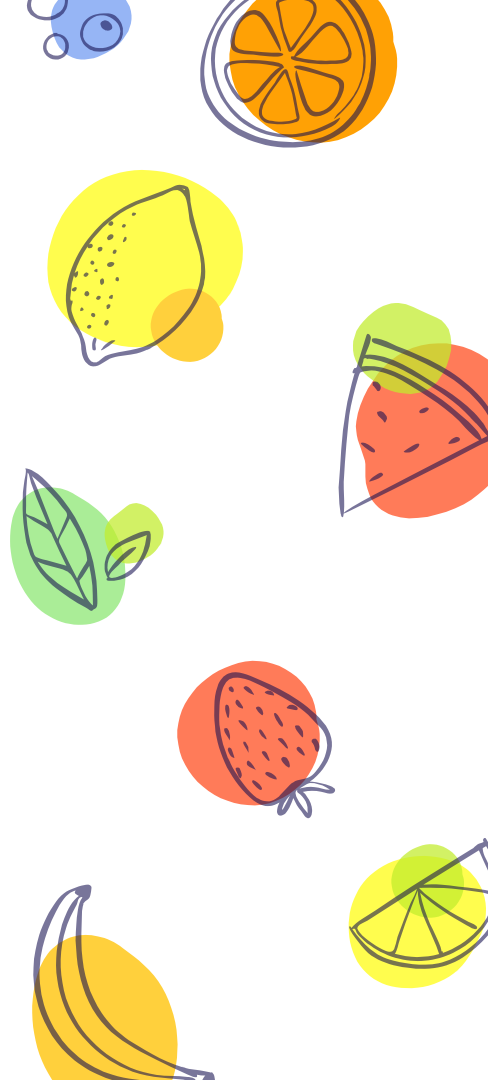
- Meal counts taken on individual basis
- Used if approved to serve 4 or more meals/day

Head Count

- Used if approved to serve 3 meals or less/day

Point of Sale

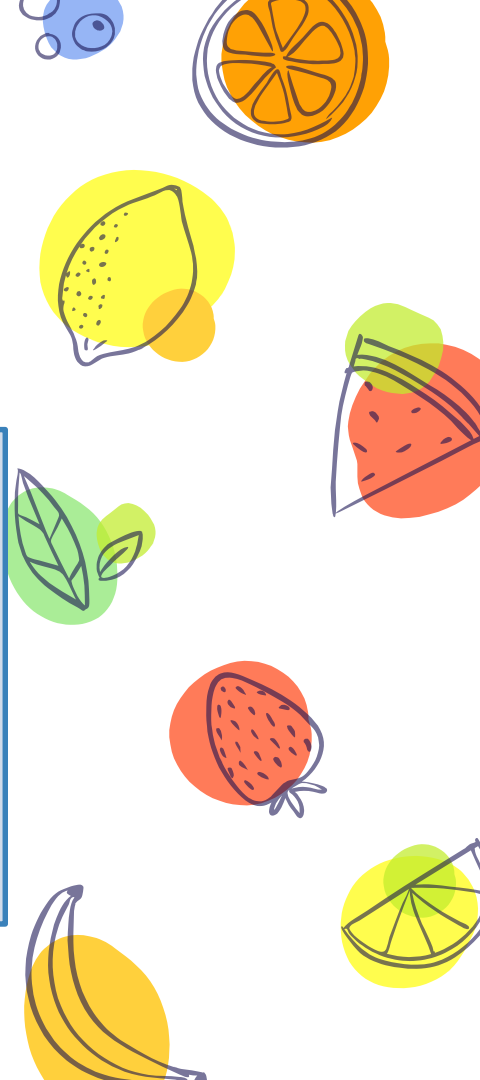
- Use of point of sale system for counting



Point of Service Meal Counts

Meals served to “program adults” working in the program, non-program adults, and other non-enrolled persons must also be recorded*

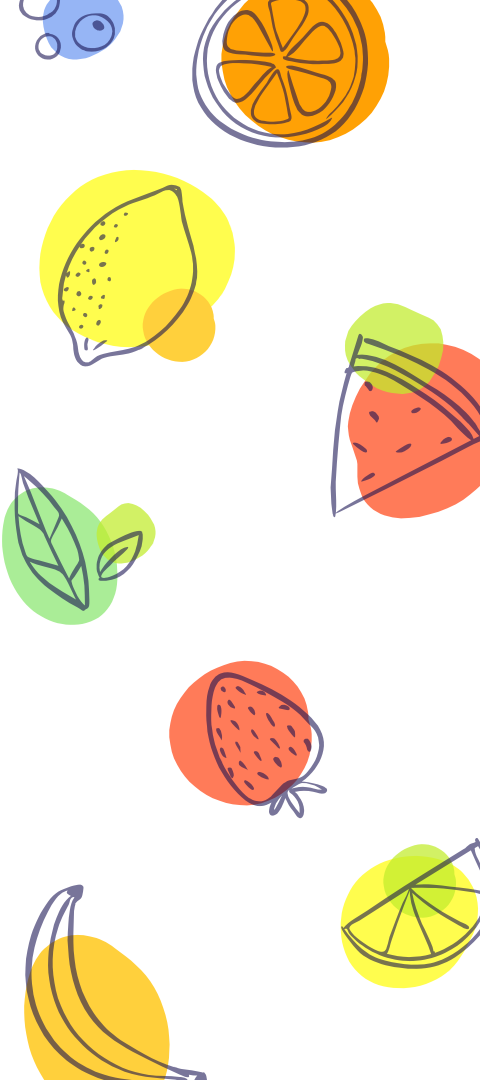
- Note: these meals may not be included in the CACFP meal counts for reimbursement, but can be used for cost documentation



Point of Service Meal Counts

Unacceptable Meal Counting Methods

- | | |
|---|--|
| ✗ Counts based on number of trays or plates available and left over after meal service | ✗ Counts based on the number of vended meals received |
| ✗ Counts taken at the beginning of serving line without checking to see if the meals served were creditable | ✗ Claiming the same number of meals every day, referred to as "block claiming" |
| ✗ Counts based on the number of children in attendance | ✗ Counts based on previous meal counts |
| ✗ Counts based on the number of tickets distributed | ✗ Counts based on the number of meals prepared |



The background of the slide is decorated with various hand-drawn illustrations of fruits and vegetables. These include a blueberry cluster, an orange slice, a green leaf, a watermelon slice, a lime, a lemon, a green leaf, a green avocado, a yellow lemon slice, a green leaf, a strawberry, a banana, a green lime slice, an orange, and a cherry. Each illustration is rendered in a simple, colorful, and slightly abstract style.

Adults Meal Pattern: Recordkeeping

Recordkeeping: Daily Menu



**Past menus must be kept
on file**



Menus must include:

- Month, day, year
- Food items served in each meal type, noting milk fat content and juice type
- Substitutions
- Serving Sizes*

Weekly Cycle Menu Example

6/24/19- 6/28/19	Monday	Tuesday	Wednesday	Thursday	Friday
BREAKFAST					
Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk
Fruits/Vegetables	Mixed Fruit	Mandarin Oranges ✓	Baked Apples ✓	Kiwi ✓	Honeydew Melon
Grains/Breads	Johnny Applesauce Pancakes	Wheat Chex® ✓	Whole Grain Toast	Oatmeal	Whole Grain English Muffin
LUNCH					
Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk	1% or Fat-free Milk
Fruits/Vegetables	Bunny Sticks	Super Salmon	Green Giant Salad	Tasty Taquitos	Yellow Squash
Fruits/Vegetables	Pears	Peas	Grapes	Green Beans	Zucchini
Grains/Breads	Whole Grain Roll	Brown Rice	Cheesy Spaghetti Bake	Tasty Taquitos	Couscous
Meats/Meat Alternates	Baked Turkey Breast	Super Salmon	Cheesy Spaghetti Bake	Tasty Taquitos	Meatloaf
SNACK					
Milk	—	—	—	—	—
Fruits/Vegetables	Pineapple	Tangerines	Cucumber	Applesauce	Berry Banana Split
Grains/Breads	Mini Whole Grain Bagels	—	—	Whole Grain Crackers	—
Meats/Meat Alternates	—	Yogurt	Cheese Cubes	—	Berry Banana Split
Beverage	Water	Water	Water	Water	Water

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Recordkeeping: Cost

Maintain receipts and/or documentation of:

- ✓ Income to the program from all sources
- ✓ All submitted reimbursement claims
- ✓ All program payments received from VDH
- ✓ All food costs, including milk receipts
- ✓ Operating and administrative costs, including time records for employees performing CACFP-related tasks

Child Nutrition (CN) Label

CN

000000

five .875 oz. breaded fish nuggets with APP
provides 2.0 oz. equivalent meat/meat
alternate and 1 serving of bread alternate for
the Child Nutrition Meal Pattern
Requirements. (use of this logo and
statement authorized by the Food and
Nutrition Service, USDA 08/00)

CN

CN

CN

Manufacturer Analysis Sheet

Product Formulation Statement (PFS) for Documenting Vegetables and Fruit

School Food Authorities (SFAs) should include the following information on their weekly and fruit requirements see <http://www.fns.us>

Product Name: P

Manufacturer:

I. Vegetable Component

Please fill out the chart

Description of Creditable Ingredient per Food Buying Guide (FBG)

Fresh, Potato, Diced

Squash, Winter, Butternut

Tomato, Fresh, Diced

- 'FBG calculations for vegetable component or a quarter cup to cup conversion
- Vegetables and vegetable will continue to credit as
- At least ¼ cup of recognizable vegetable component or a
- The other vegetable subcategory green, red/orange, and bean
- School food authorities may requirement for the additional
- Please note that raw leafy

The SCHWAN FOODS COMPANY™
1604 Superior Road
Marshall, MN 56258
507-537-4900
FX507-537-4227

The SCHWAN FOOD COMPANY™

Date: 7/20/2004
Supercedes: 3/24/2004

Product Analysis for non-CM Approved Product

Product Name: Macaroni and Cheese

Product Code: 50120 HS 484

Serving Size: 1 cup 227 g 8.00 oz.

Ingredients:	Weight
Varieties of Meat Used in Product	- oz.
Total Weight of Uncooked Product	- oz.
Total Weight of Uncooked Meat Topping	- oz.
Weight of Raw Meat	0.00 %
% Fat of Raw Meat	0.00 oz.
(Weight of Dry APP)	0.00 oz.
(Weight of Hydrated APP)	0.00 oz.
Weight of Raw Meat and Hydrated APP	0.00 oz.
Total Weight of Precooked Product	oz.
Weight of CM Precooked Meat:	oz. creditable meat/meat alternatives
Weight of Natural Cheese:	1.75 oz. creditable meat/meat alternatives
Weight of Substitute Cheese:	oz. creditable meat/meat alternatives
Weight of dry grains/breads:	2.8000 oz. = 3 1/2 cooked servings of creditable grains/breads
Weight of vegetables/fruits:	oz. = cup(s) of creditable vegetables/fruits

I certify that the above information is true and correct and the above product (ready for serving) contains 1.75 ounces(s) of creditable meat/meat alternatives. I further certify that any Alternate Protein Product (APP) used conforms to USDA-FNS regulations of child nutrition requirements. For on grains/breads serving, it must contain no less than 14.75 g (0.52 oz.) of enriched or whole-grain meal and/or, flour, bran and/or germ.

Nutrition Regulatory Affairs Specialist

Anne Sherred
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Research & Development
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Marshall, MN 56258
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Meal Production Records

Macaroni and Cheese

from *Meals without Squeals* by Christine Berman, MPH, RD & Jack Fromer

Ingredients:

8 oz. dry macaroni or other pasta	1/2 tsp. dry mustard
2 cups low-fat milk	1/4 tsp. paprika
1 1/2 tsp. cornstarch	12 oz. sharp cheddar cheese, grated
3/4 tsp. salt	2 scallions, green part only, thinly sliced (optional)
1/4 tsp. pepper	

Steps

1. Cook macaroni. While macaroni is cooking, combine milk and dry ingredients in a jar and shake very well.
2. When macaroni is tender, drain it and return to pan.
3. Add milk mixture and stir gently over medium heat until sauce thickens.
4. Add cheese and optional scallions or chives, stir until melted, and serve.

Sample Recipe Analysis

COMPONENT INGREDIENTS	elbow macaroni	sharp cheddar cheese
AMOUNT	8 oz. (dry)	12 oz.
MEAT AND MEAT ALTERNATE	none	8 (1-1/2 oz. servings) or 6 (2 oz. servings)
VEGETABLE/FRUIT	none	none
GRAINS/BREADS	19* (1/4 c. servings) or 9 (1/2 c. servings)	none

*Food Buying Guide

Meal Components in this recipe

YIELD:

3-5 year olds: 8 servings;
each serving = 1 meat alternate and
2 grains/breads

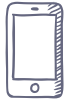
6 and older: 6 servings;
each serving = 1 meat alternate and
1.5 grains/breads



Questions? Contact Us!



CACFP@VDH.Virginia.Gov



(877) 618- 7282



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Special Nutrition Programs
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Richmond, Virginia 23219



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